

FY 2027 Department Funding Request

Department/Program #	Department Name / Program	Priority #	Department Improvement Title
40030-0001	40030 - BUILDING SUPERINTENDENT/0001 - ADMIN	1	Bluebeam license and yearly subscription

Budget Category, FINAL Recommendation and Comments		
FINAL Budget Department Category	FINAL RECOMMENDATION for Funding	Comments (if any)
F-Supported	Supported	Extra license is needed to allow entire department to be using the same tool for consistency and efficiency. Adobe Pro is not compatible with

WHY is this request needed?

For creating, editing, collaborative viewing, marking up, and sharing of documents. Our other members in our department have this and as a team we would like to use all the same programs for ease of consistency and collaboration. BlueBeam is a more advanced PDF editor and better suited for the engineering and construction industry vs Acrobat Pro as it has more tools needed to be more efficient in our roles.

WHAT are you requesting?

(1) more Bluebeam license & yearly subscription for Administrative Secretary.

HOW will this benefit your office and/or the County?

BlueBeam will make the effort of the Construction Projects team more efficient in creating, marking up, editing and sharing of prints and documents that the Department works with on a daily basis.

Is there statutory authority for this request?		Will this generate revenue?	No	If Yes, potential amount?	
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FURNITURE, EQUIPMENT, TECHNOLOGY, ONE-TIME PURCHASES (ITEMS THAT NEED TO BE PRICED)										
Item Detailed Description	New / Replace	Quantity Requested	User Name and/or Job Title	Estimated Unit Cost	Estimated Total Requested	Unit Cost Provided by Purchasing	Updated Item Description (if applicable)	Supported Quantity	FY 2027 Supported Amount	Recommend FY 2026 Amount
Bluebeam Software	New	1	Administrative Secretary	\$500.00	\$500.00	\$330.00	Software - Bluebeam	1	\$330.00	\$0.00
Estimated Requested Equipment Subtotal:							Supported Equipment Subtotal:		\$330.00	\$0.00
Total Estimated Department Request:						\$500.00	Updated Total Department Request:		\$330.00	
SUPPORTED Total Department Request Utilizing FY 2027 Funds:										\$330.00
RECOMMENDED Total Department Request Utilizing FY 2026 Funds:										\$0.00

Notes to Purchasing Department (part numbers, equipment specifications, where you found the item, etc.)

Bluebeam Pricing page - but we currently have some subscriptions that we may be able to purchase more with our current account.
[https://www.bluebeam.com/pricing/?utm_medium=cpc&utm_source=google&utm_campaign=g-search-na-brand&utm_content=105334258511&utm_term=bluebeam%20subscription&gclid=EAlalQobChMikY6Kv8D6kgMV9y7UAR2iixTpEAAyASAAEgKpYPD_BwE](https://www.bluebeam.com/pricing/?utm_medium=cpc&utm_source=google&utm_campaign=g-search-na-brand&utm_content=105334258511&utm_term=bluebeam%20subscription&gclid=EAlalQobChMikY6Kv8D6kgMV9y7UAR2iixTpEAAyASAAEgKpYPD_BwE&gad_source=1&gad_campaignid=10273342044&gbraid=OAAAAAD_rzFUN0rk_tMs7xZU9-zLsHuHEp&gclid=EAlalQobChMikY6Kv8D6kgMV9y7UAR2iixTpEAAyASAAEgKpYPD_BwE)

ANALYSIS					
Q & A Discussions with Department					
Sent To:	Date Sent	Comment	Date Received	Responder's Name	Comment
Sandeep	3/6/2026	Due 3-13-26	3/9/2026	Kelly Delancey	
Questions TO Department			Response From Department		
How often is the Administrative Secretary marking up construction documents?			The Administrative Secretary position doesn't work on CD's all the time, however will be using Bluebeam extensively for editing and marks up on reports, graphics, forms etc. and be consistent with use by other team members. FYI – Bluebeam mark ups are in layers that are not compatible nor visible in other PDF software.		
What types of edits does the Administrative Secretary need to be able to do?					

Q & A Discussions with IT					
Sent To:	Date Sent	Comment	Date Received	Responder's Name	Comment
IT			3/31/2026	Greg Elliott	See below
Questions to IT			Response From IT		
How many licenses does Construction & Projects currently have?			GE: Four; I believe licenses were purchased for Sandeep, David, Brad, and Rickee		
Can IT speak to the capabilities of Bluebeam verses Adobe Pro?			GE: No, we do not use the software and cannot speak to the capabilities of the product.		